

The Special Edition

October 2022

Greetings Coop Family!

Happy Fall Y'all! I hope you are enjoying the cooler crisp air as we embrace the beautiful change of the season. We have been keeping busy at the Coop with more sped audits and compliance. We are wrapping up the final submission of documentation for the IDEA/Gifted file review/audit.

THANK YOU to the team that has been working diligently with me on this. There are areas we will need to tighten as we work towards continuous improvement. I will share more soon as we get guidance from KSDE. Quick reminders from this process include that progress notes MUST be completed and go home to families at EVERY grading period and "as needed" is not specific and defensible in court. We'll continue to grow together through this process.

As I have been out in classrooms and on field trips supporting teachers and students, it's always a great reminder of the AMAZING teams and students we have. Remember, if you are struggling with student behaviors, Jennifer Paxton is our TASN support and she is a wealth of knowledge and expertise. She is providing support in all three districts. Contact me if you feel her assistance would be helpful for you. The strong specially designed instruction (SDI) and positive behavior interventions (token economies, brain breaks, sensory input activities, check-in/check-outs, tangible reinforcers, specific positive statements and praise, data collection, progress monitoring, and so much more) I am seeing in classrooms are what will help our students reach their goals and move them toward the life they want to live outside of school.

Here are some items for reflection on high quality instruction:

- *How do your students know the learning objectives for each lesson?
- *How do you establish a baseline for individual student learning?
- *What do you do to encourage processing and discussing of material in small chunks for students to reflect on as they are learning?
- *How do you share progress with students ongoing so they can see their growth over time?
- *How does your instruction look through your students' eyes? Time well spent moving them forward with essential skills? Engaging? Motivating? Challenging?
- *How do you check for understanding regularly to guide your instruction?
- *In what ways do you provide meaningful feedback for growth?
- *How do you utilize preteach and reteach strategies to better support understanding?

THANK YOU for your continued help with recruiting paras. We are moving the bar with hiring, but we are still in need. Applicants are trickling in and hopefully it won't be long until all positions are filled. THANK YOU for your dedication to high quality instruction! THANK YOU for being a life changer! You are leaving lifelong memories in the hearts and minds of our students.

Cheers to the pumpkin spice life!

~Deb



Announcing a half-day virtual training with follow-up on Helping Students Improve their Self-Regulation! Kansas middle and high schools were provided a free book Teaching Self-Regulation: 75 Instructional

Activities to Foster Independent, Proactive Students. Join us for an upcoming virtual training (with follow-up coaching) for educators which corresponds to the book. The course fee is \$40 per participant, and you will be mailed a book. The virtual training will be October 26th from 8:30-noon on Zoom, with follow-up coaching on November 18th from 8:30-9:30am. Register here: <https://www.ksdetasn.org/events/14boiw>

Completers earn 8 CEUs with an optional 1-graduate credit hour (contact Pattie Noonan at pnoonan@ku.edu for details).

IMPORTANT DATES TO REMEMBER

New Teacher Training Dates

(All meetings will be 2:30-4:30pm in the PLC Bldg. These meetings are mandatory. Please secure a sub as needed through your district.)

- **Thursday, October 13**
- **Tuesday, December 13**
- **Tuesday, February 21**
- **Tuesday, April 11**

Child Find Screenings

- **December 2 - Alma Elementary**
- **January 20 - St. George Elementary**
- **March 24 - Wamego @ Trinity Baptist Church**

(Refer interested families to Robin Laughlin at the Coop, 785-456-9195.)

NCI Trainings

- **Friday, October 14 - Refresher, TBD**
- **Friday, January 6 - Initial, PLC Building; 8:00am-3:00pm**
(1 hour lunch on your own)
- **Friday, March 24 - Initial or Refresher as needed**

(Please call the Coop to make your reservation.)

License Renewal

Is your license expiring? Uncertain? Please be sure to check your license expiration date! Begin renewal process as needed ASAP as the process could take longer than anticipated.

IMPORTANT REMINDERS

- **SCHEDULES** - Please submit your schedules ASAP (Paras included)! Be sure to have student initials on all schedules.
- **PARA EVALS** - Evaluations for new paras and "new to the position" paras are due to Jennifer by the end of October.
- **Related Service Providers:** your August, September, and October Daily Service Logs will be due November 1. Please submit to Mary. Please do not print/copy them back to back and initial each day, sign with credentials, and date each page.
- On all Sped paperwork, **DO NOT** precheck consent items for parents! Only parents can give consent. Be sure to have parents check the box **AND** initial beside their check mark.

Waiver/Alternate License

Are you on a Waiver/Alternate License? Be sure to provide the Coop the following immediately:

- An **updated signed Plan of Study**.
- Proof of enrollment in class for the 2022-23 school year.
- Unofficial transcript for 2021-22.

COVID LEAVE

At the September 12th Board of Education meeting, the board approved three (3) days COVID leave for 2022-2023 school year for certified, classified, and paraprofessional staff. Staff are able to use these days for themselves or for an absence due to a family member testing positive for COVID. To qualify, a positive test result must be submitted from either a school test site, a KDHE test site, or a doctor. Unused days do not roll over into the next school year.

Progress Reports

Progress reporting time is here! Here are some reminders with our progress report requirements:

- Progress Reports **MUST** be written and sent home **EVERY** grading period.
- Progress Report comments **MUST** be tightly aligned to IEP goals **AND** give specific data that shows progress or lack of progress.
- Progress Reports **MUST** go home to families as stated in the IEP **EVERY** grading period.

Random Moment Time Study Surveys

The Random Moment Time Study surveys will begin October 1. For those of you who are new to this, the RMTS is a quick survey that is used to determine the amount of time spent on activities that are Medicaid related. You may or may not be selected for the RMTS. It is completely random. If you are selected for a RMTS, you will receive an email from kssdac@pcgus.com approximately 5 days prior to your selected date and time of moment. Do not delete this email as it has the link you will need in order to complete your RMTS. You will receive additional reminder emails as the date approaches. You have 5 days after to complete the moment, if you do not complete the moment the day of, then you will also receive emails reminding you to complete it. Click the links to the documents below to find helpful information regarding what a random moment is, how to complete a random moment properly, and how this impacts reimbursement for your district. If your answers are too vague, you may get a follow-up email asking more questions. If you cannot locate the email with the link, please contact Mary Bates so she can resend it to you. If you have any questions or problems, also contact Mary at the Coop.

[RMTS Memo](#)

[RMTS Avoiding
Follow-up Questions](#)

The Early Literacy/Dyslexia October 2022 Newsletter is available **HERE**.
Please read and share widely!

ALL Annual IEPs Due by April 14!

- IEPs held after April 14 should **ONLY** be new evals or new move ins.
- Be prompt on evals...**DO NOT WAIT** until near deadline.

PARA SALARIES

Improving the sped budget and para salaries has been a goal Dr. Nauerth and the entire sped team have been working diligently to improve. Beginning para salaries were at \$9.25/hr in 2019/20. This was increased to \$9.75 in 2020/21. In June of 2022 the beginning wage was increased to \$10.25 and was then increased again in September to \$11.00 for a total increase of \$1.25/hr since last school year. All paras were given a \$.75/hr raise, with some adjustments as needed for longevity. We will continue to work toward increasing this salary as possible.

Current Para Openings:

USD 320: 15.82 (WHS: 5.77; WMS: 5.6;
West 4.45)
USD 323: 7 (RCHS: 2 ; RCMS: 5)
USD 329: 0

Dr. Nauerth posted a para hiring flyer on her personal FaceBook page on September 14th. THANK YOU to the 23 people who shared this already. Please consider helping us recruit more paras by sharing it on your FB as well.

Additional recruitment efforts include:

*Our para flyer is posted in the KSU Union, Bluemont Hall, Justin Hall, Calvin Hall, KSU e-communications, EdCats Central e-notifications, and in neighboring communities including at gas stations, grocery stores, libraries, etc.

*Dr. Nauerth has also reached out to 14 KSU professors (including Dr. Debbie Mercer, Dean of the College of Education) to share with their students in class, post in their classroom, include in email communications and have Dr. Nauerth come to visit with students directly if possible.

October Sped Retention Pay

**We were praying...
They are staying...
and Now we're PAYING...**

Retention pay is coming for Coop employees that were employed with the Coop as of January 1, 2022 and are still employed with us as of October 1, 2022. This payment will be based on the FTE the employee is working in October.

Teachers/Providers will receive \$850 and Paras will receive \$425. These funds are from ESSER II Sped. A SHOUT OUT and THANK YOU to our Coop team and friends at the district office who make this payment undertaking possible! THANK YOU to our USD #320 BOE for approving this request last spring. THANK YOU to our Sped team for working hard through the challenges we face daily! We see you and we are so appreciative for all you do to support our students!



Level of Determination on IDEA State Performance Plan (SPP)

FANTASTIC NEWS! The Coop has earned "3 Gold Medals" with each district earning a "Meets Requirements" on the SPP. This is the highest level of determination the state awards. This is the result of our entire sped team working hard to be sure our compliance efforts are effective.





*Paras work bell to bell **UNLESS** Attendant Care is written into the IEP for before/after school and/or during lunch support.

*Para time can only be added if a student has need documented by data, the team agrees and the IEP is amended with parent/guardian/ed advocate signature.

All added para service time must be approved by Deb before it is added! A new para schedule must be submitted to Jennifer Nider.

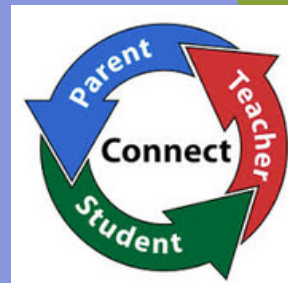
Reminders:

*If a para's schedule changes for any reason with increased/decreased time, you must submit a new para schedule to Jennifer N.

*If you have paras that have Para L and/or Para B time, be sure you are carefully checking that they are clocking in/out correctly with each job code as intended prior to finalizing each week's approval.

Coop Parent/Teacher Conference Expectations:

- ALL sped teachers and service providers are expected to attend as many conferences as possible.
- Let parents/guardians know when you are available during conferences the week before conferences.
- Check your students' P/T conference schedules w/gen ed teachers to create your own schedule.
- Be sure the office has a copy of your P/T conference schedule. If you are itinerant, be sure each building has a copy of your schedule.
- Attend as many conferences as possible. Yes this a repeat :-)
- Progress Reports **MUST** be done at **EVERY** grading period. Send home a printed IEP Progress Report to the family through email, student delivery (if appropriate), gen ed folder, regular mail, etc. Keep a copy of the progress report on hand with you to refer to during the P/T conf.



All sped teachers and service providers **MUST** put in **ALL** the district required time for P/T conferences. If you are sick, you must submit leave in Skyward. Happy conferencing! This is time well spent in strengthening relationships with students and their families.

Vision and Hearing Screenings - Reminder for every IEP, the case manager will need to be certain the vision and hearing screenings are current on every IEP. A vision screening is valid for 2 years and a hearing screening is valid for 3 years. Check the vision and hearing screening dates for every student and be sure if a screening is going to be expired by the IEP date you are talking with your team to get those screenings done before the IEP is due. Deb Lind is contracted through the Coop to do hearing screenings for all districts in the Coop. Vision screenings are organized and conducted by each individual district. Please reach out to the Coop if you have any questions about this.

SPED TEACHER/PROVIDER RETENTION PAY!

THANK YOU FOR YOUR HARD WORK
AND DEDICATION TO
SPECIAL EDUCATION!

WE WERE PRAYING...
YOU ARE STAYING...
AND NOW WE'RE PAYING...

**\$850 IN A RETENTION PAY IN
OCTOBER!**

(THE \$850 WILL BE PRORATED BASED ON FTE IF YOU WORK LESS THAN FULL TIME ON OCTOBER 1, 2022)

TO BE ELIGIBLE FOR THE ONE TIME ESSER II SPED
RETENTION PAY IN OCTOBER ALL OF THE FOLLOWING
CRITERIA MUST BE MET:

***I WAS EMPLOYED AS A SPED TEACHER/PROVIDER ON
JANUARY 1, 2022 WITH USD #320**

AND

***I AM EMPLOYED AS A SPED TEACHER/PROVIDER ON
OCTOBER 1, 2022 WITH USD #320**

AND

***I HAVE NOT SUBMITTED A RESIGNATION LETTER BY
OCTOBER 1, 2022 FOR THE 2022/23 SCHOOL YEAR**



PARAPROFESSIONAL RETENTION PAY!

THANK YOU FOR YOUR HARD WORK
AND DEDICATION TO
SPECIAL EDUCATION!

WE WERE PRAYING...
YOU ARE STAYING...
AND NOW WE'RE PAYING...

**\$425 IN A RETENTION PAY IN
OCTOBER!**

(THE \$425 WILL BE PRORATED BASED ON FTE IF YOU WORK LESS THAN FULL TIME ON OCTOBER 1, 2022)

TO BE ELIGIBLE FOR THE ONE TIME ESSER II SPED
RETENTION PAY IN OCTOBER ALL OF THE FOLLOWING
CRITERIA MUST BE MET:

***I WAS EMPLOYED AS A PARAPROFESSIONAL ON JANUARY
1, 2022 WITH USD #320**

AND

***I AM EMPLOYED AS A PARAPROFESSIONAL ON
OCTOBER 1, 2022 WITH USD #320**

AND

***I HAVE NOT SUBMITTED A RESIGNATION LETTER BY
OCTOBER 1, 2022 FOR THE 2022/23 SCHOOL YEAR**

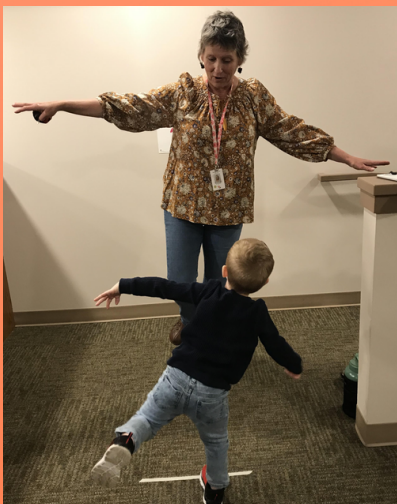
CeleBRate

October Birthdays

Theresa Pettay - 3
Ashley Brummett - 3
Erin Hudson - 5
Julie Roggenkamp - 5
Courtney Minton - 8
Teresa Wells - 8
Nicole Thomas - 10
Desiree Hulett - 11

Renee Pachta - 15
Kathy Chicora - 15
Sheena Savaloja - 16
Pam Hendricks - 22
Berkley Wieggers - 26
Roman Hay - 26
Annie Frank - 27
Cristi Wieggers - 27

October is Physical
Therapy month! We ♥
our PT! A BIG SHOUT
OUT and THANK YOU
to Tara Roberts!



PHYSICAL THERAPY

Every Move
Makes A
Difference





Inspiration



Count
Your
Blessings

Dear October,
I am going to make you
AWESOME!

HAPPY
fall
y'all

"AUTUMN IS THE
SEASON THAT
TEACHES US
THAT CHANGE
CAN BE
BEAUTIFUL."

To the world
you may be just
a teacher but to
your students
you are a HERO!

ALWAYS
BRING YOUR OWN
Sunshine

FALL IS THE
PERFECT TIME
TO TURN
OVER A
NEW
LEAF



WE MAY NOT HAVE
IT ALL TOGETHER,
BUT TOGETHER,
we have it all.

BE THE
person
YOU
needed
WHEN YOU WERE
younger

Sometimes the
thing *your*
students need
most, right now,
has nothing to do
with what's on
the lesson plan.

a teacher
TAKES A
hand
OPENS A
mind
& TOUCHES A
heart